

**BRIGHAM CITY CORPORATION  
AIRPORT ADVISORY BOARD MINUTES  
FOR Wednesday, March 1, 2006**

Present: Fred Baugh, Chair  
Dale Baron, Board Member  
Gary Bywater, Board Member  
Byron Hansen Hansen, Vice-Chair  
David Hess, Board Member  
Benjamin Jones, Board Member

FBO's: Bennie Kay  
Wayne Larsen

City Staff: Steve Hill, Council Member  
Bruce Leonard, City Administrator  
Jolene Crockett, Administrative Secretary

*Meeting was called to order at 7:00p.m.*

**Welcome & Introduction of New Council Member – Fred Baugh**

Chairman Baugh welcomed everyone to the meeting and extended a special welcome to Council Member Steve Hill who has been newly assigned to our board.

**Construction Update – Bruce Leonard/Mel Leseberg (Creamer & Noble)**

Mr. Leonard explained we opened bids on February 23<sup>rd</sup> and received good bids. He said Mr. Leseberg will go over this with us. Mr. Leonard explained the engineering estimates for Phase II were 7.3 million and the awarded bid came in at 5.9 million. He said we are now looking at how we will spend the surplus.

Mr. Leonard turned the time over to Mr. Leseberg. Mr. Leseberg explained we are in Phase II of the airport reconstruction. He showed the board 2 sets of aerial photos. He said the plan is to build the entire width of the safety area. Mr. Leseberg told the board we have tentative approval from the FAA to go ahead with acquisition of other property which the airport will need for the new airport entrance road. He said with the lower bid we have some flexibility. All surplus funds will be spent on construction activity at the airport.

Mr. Leseberg said we will displace the threshold down to 53+00 which will give us 3700' of runway while it is being constructed. He said the contractor will understand that the first priority will be the runway. Mr. Leonard said we have a completion date for the runway of September 1<sup>st</sup>.

Mr. Leonard said we have 90 days to award the contract and we will most likely take the majority of that to get us closer to the end of our budget cycle. Mr. Leseberg said the bid

documents say they have to keep their prices for 90 days. He told the board the low bidder was Staker Parsons. Mr. Leseberg stated the FAA is ecstatic with this bid and they have committed to 7.4 million.

Chairman Baugh asked what the situation was with the buildings which will be taken away. Mr. Leseberg showed the board a layout of the buildings. He said they are in the process of appraising hangar #9 since it has to come out for this year's project. With the additional money we will purchase the rest of the hangars adjacent to it because next year they have to be out for the project.

Mr. Leseberg said the process is simple. We get an appraisal, and then another appraiser reviews that appraisal. If the review appraiser has comments they have to be adjusted before an offer can be made. We then make an offer and from there the negotiation process begins. We use Gary Free & Associates to handle our appraisals. He said they have quite a bit of experience in hangar appraisal. Mr. Leseberg explained hangars are different because they don't own the ground they are sitting on. He said we require the appraiser to contact the owner of the hangar and walk around with them when they are doing their appraisal. He stated condemnation is not a part of this process. Mr. Leseberg also said the FAA can reimburse the owner of that hangar up to \$10K for the relocation of the hangar. He said we also use a property relocation expert.

Mr. Hansen asked if the FBO's know where they are relocating. Mr. Leonard said we have several options that we are looking at for relocation. Mr. Leseberg said it will be up to the airport to decide where everyone will move.

Mr. Leonard interjected that the total project funds are 8.1 million dollars. Mr. Leseberg said the FAA doesn't normally allow for the money to be spent (surplus) they take it back. However, Brigham City airport has moved up on their priority list so they are allowing us to put the money into Phase III construction.

Mr. Leonard reported in February we acquired the building owned by Sophista Cabinets. He said they have one year to vacate the premises. This will work out well with the timing for the new entrance road construction.

Mr. Leonard also reported our portion of the match will be \$231,000. He said we are very fortunate to get the prices that we did! We will push forward and get the work done while we can. When we get the new entrance road finalized maybe we can look at getting a monument sign for the airport.

#### **Application for Aeronautical Activity – Bruce Leonard**

Mr. Leonard invited Mr. Larsen to approach the table. Mr. Leonard explained that Mr. Larsen is proposing to install a fuel tank with a card reader system. He has approached us to install it at a location just north of the Flight Shop hangar, between the big City hangar and Bill Bridges hangar. He explained in 2002 the board had an application to install a self fueling system at the same location and the board approved it (see the

following excerpt from the 2002 minutes). The previous applicant had funding issues and was unable to complete the project.

*Brigham City Airport Advisory Board Meeting Minutes*

*Minutes of the Brigham City Airport Advisory Board meeting, held **May 1, 2002**, at 7:00 p.m. at the Brigham City Municipal Airport Flying J Hangar*

*PRESENT: Fred Baugh Jim Davis Gary Bywater David Hess Rod Baird Ben Jones Dan McCrea Bennie Kay Craig Hulse Wayne Larsen Bruce Leonard Allen Campbell*

*Clarification of Application for Aeronautical Activity - Dan McCrea (fuel sales)*

*Chairperson Mr. Fred Baugh invited Mr. Dan McCrea to speak on his own behalf regarding his Application for Aeronautical Activity. Mr. Dan McCrea commented that he failed to circle "aircraft fueling" as part of his application to become a Fixed Base Operator adding that he would like to install a card reader with a self-contained system. Chairperson Fred Baugh asked if there were any questions for Mr. Dan McCrea. Mr. Gary Bywater asked how soon he intended to install the system. Mr. Dan McCrea answered that he would like to install the system fairly soon pending location sitting, etc. Chairperson Mr. Fred Baugh asked if there was further comment. Mr. Bennie Kay of Mountain Air asked to speak. Mr. Bennie Kay commented that he has been a Fixed Base Operator at the airport for approximately ten years and he did not believe that the airport had enough business to support three fuel sales activities without negatively affecting anyone of the others.*

*Mr. Allen Campbell commented that, as a pilot that uses the Brigham City Airport, he feels it is very difficult to obtain service. Mr. Campbell added that he feels guilty about calling an FBO away from their home and family to come out to the airport and provide him with fuel or other services. Mr. Campbell further added that had there been a self-service facility, he would have utilized it. Mr. Campbell said he feels that if the Brigham City Airport were to be equipped with a self-serve card reader, it would increase the traffic at the airport.*

*Chairperson Mr. Fred Baugh asked Mr. Bruce Leonard what the FAA's rules were on Fixed Base Operators. Mr. Bruce Leonard reported that he thought it stated in the assurance agreements that the Brigham City had to allow people equal opportunity as long as there is adequate space available. Mr. Wayne Larsen referenced that the regulations specify that the City or the controlling agency on a public use airport cannot restrict anyone who applies for access to the airport for these type of services so long as there is space available and they meet the current criteria established. Chairperson Mr. Fred Baugh stated that this was not an application to install a fueling system, that request would possibly be in a future application if Mr. Dan McCrea chooses to do so. This request only allows Mr. Dan McCrea that opportunity. Discussion followed.*

***Mr. Jim Davis moved to amend Mr. Dan McCrea's Application for Aeronautical Activity to become a Fixed Base Operator to include fuel sales. Motion was seconded by Gary Bywater. Motion carried.***

Mr. Leonard explained Mr. Larsen is going to install one, but he would like to lease enough ground space for 2 (see application of Mr. Larsen below).

## APPLICATION FOR AERONAUTICAL ACTIVITY

### Brigham City Airport Advisory Board

Date: 2/20/06 Application #: \_\_\_\_\_ Fee Paid: \$20 Receipt #: 1030  
Name: Airmotive Service  
Address: 1800 North 2000 West #3  
City: Brigham City, State: Utah Zip: 84302  
Phone Numbers: (435) 257-3558 (435) 723-5702 (435) 279-7362  
Home Business Cellular

*Please indicate all requests by circling the proposed use(s):*

Proposed Land Use: **COMMERCIAL**

Fixed Base Operator (FBO) Engaging in the following:

- Aviation Fuel Sales
- Aircraft Engine
- Airframe and Accessories
- Flight Training
- Aircraft Charter and Taxi
- Aircraft Rental and Sales
- Crop Dusting and Spraying
- Aircraft Commuter and Air Carrier Services
- Other Commercial Activities (please explain): \_\_\_\_\_

Proposed Land Use: **NON-COMMERCIAL**

- Flying Club
- Aircraft Storage Hangar
- Other Non-Commercial Activities (explain): \_\_\_\_\_

**The following information must be submitted with this application:**

Site plan, elevation drawings (including color schemes and building manufacture) showing it is designed to the currently adopted building codes for the State of Utah and related documents. Design criteria shall include Type II-B building construction, 30" frost depth, 90 mph wind, exposure B, 43 lb. ground and 30 lb. Roof snow load, seismic zone D, fire sprinkler and fire walls as required due to location to property line or group hanger clusters. All structures shall be constructed of a steel frame with metal sheathing, bolted to a concrete foundation which includes a concrete floor.

**Upon satisfactory approval of the Airport Advisory Board the applicant must submit the following to the City Inspection Department:**

A building permit application and two sets of plans which include a plot plan, floor plan, elevation drawings, footings and foundation details, bolt layout, mechanical, plumbing and electrical plans, possible fire sprinkler and fire walls, and all details pertaining to the structure design. Plans shall be stamped by a licensed engineer and include design calculations.

**In recommending approval of each application, the Airport Advisory Board shall specify the following:**

1. Appropriate color schemes or color patterns for each individual hangar or multiple storage hangars to be constructed.
2. Responsibility of each applicant to install asphalt taxiway hookups for each hangar.
3. Any other requirements deemed necessary by the Airport Advisory Board.

SIGNED:

Wayne C. Larsen

Agent: \_\_\_\_\_

State of Utah )

County of Box Elder )

§

I, (we) Wayne C. Larsen, being duly sworn, depose and say that I, (we) am (are) the owner(s) or authorized agent(s) of the owner, of statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith request and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

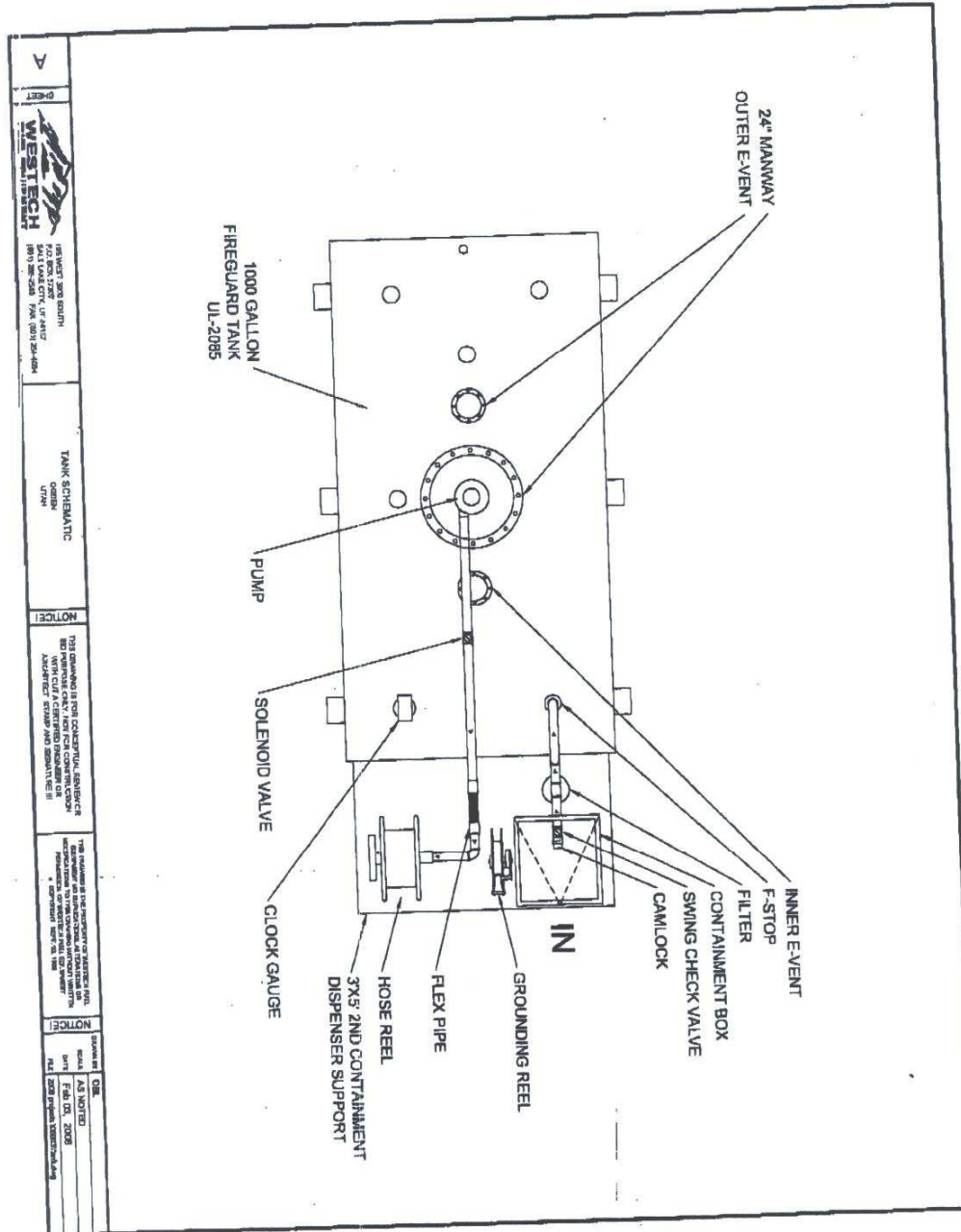


Subscribed and sworn to me this 21st day of February, 2006.

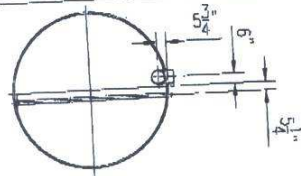
Mary Kate Christensen  
Residing in

My Commission Expires: \_\_\_\_\_

\*May be owner of record, contract owner, part to valid earnest money agreement, option holder, or have other legal control of personal property.







10,000 GALLON  
SURECHECK (8x27)

BROWN MANUFACTURING TANK CO.  
STANDARD MANUFACTURING DRAWING  
APPROX WEIGHT - 15,900 LB

BMT

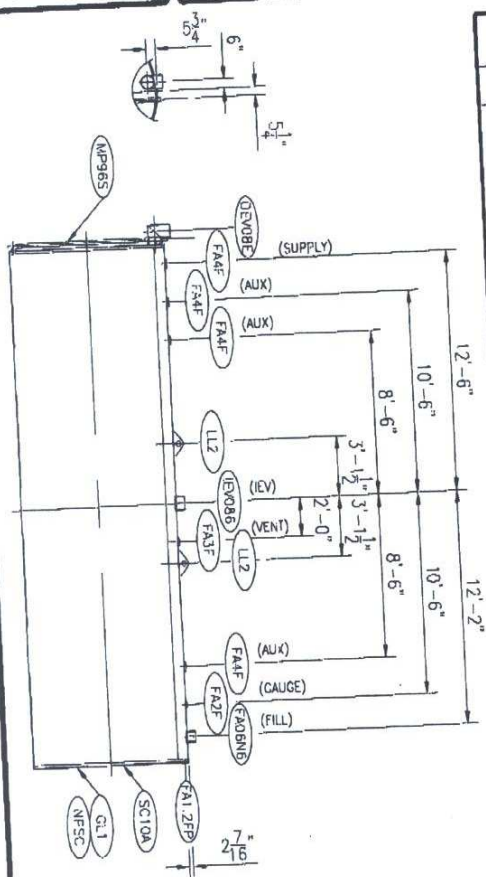
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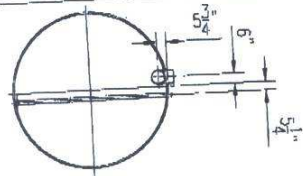
### BILL OF MATERIAL

ITEM NO.	QTY.	DESCRIPTION	ITEM NO.	QTY.	DESCRIPTION
LL2	2	LFT LUG	A36	20	
FA1, 2FP	1	1 1/4" TANK FLANGE & PLUG	A105	-	
NP965	1	2" MONITOR PIPE	A105-B	30	
CL1	1	CROWDING LUG	CS	1	
NPSC	1	NAMEPLATE	SS	10	

### BILL OF MATERIAL

ITEM NO.	QTY.	DESCRIPTION	ITEM NO.	QTY.	DESCRIPTION
SC10A	1	8'-0" OD X 27'-0" SURECHECK	A53-B	38	
EX006	1	8" OUTER EMERGENCY VENT	A53-B	15	
EX006	1	8" INNER EMERGENCY VENT	A105	-	
FA2F	1	3" TANK FLANGE	A105	-	
FA2E	1	2" TANK FLANGE	A105	-	
FA4F	4	4" TANK FLANGE	A53-B	10	
EX006B	1	6" FPE INPLE			





10,000 GALLON  
SURECHECK (8x27)

BROWN MANUFACTURING TANK CO.  
STANDARD MANUFACTURING DRAWING  
APPROX WEIGHT - 15,000

BMT

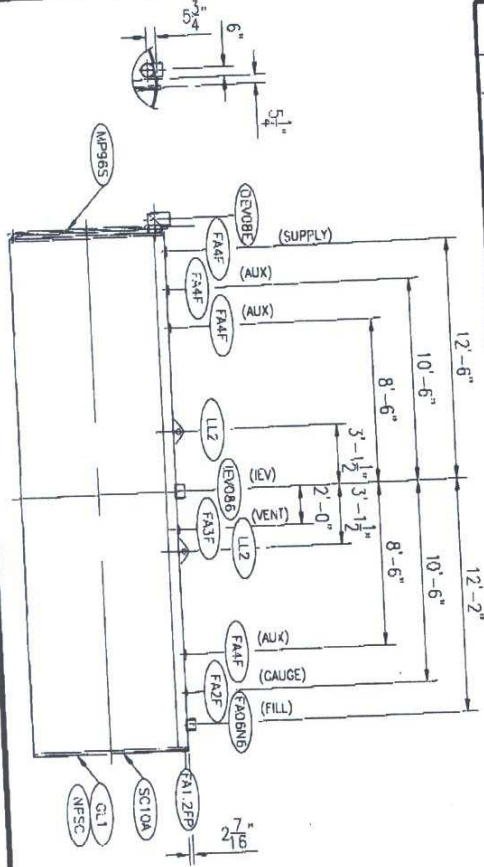
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SC10  
REVISION NUMBER: 0

### BILL OF MATERIAL

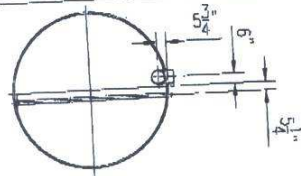
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FA2E	1	2" TANK FLANGE	A105	-	
FA4F	4	4" TANK FLANGE	A53-B	10	
EX006B	1	6" FPE INPLE			







10,000 GALLON  
SURECHECK (8x27)

BROWN MANUFACTURING TANK CO.  
STANDARD MANUFACTURING DRAWING  
APPROX WEIGHT - 15,900 LB

BMT

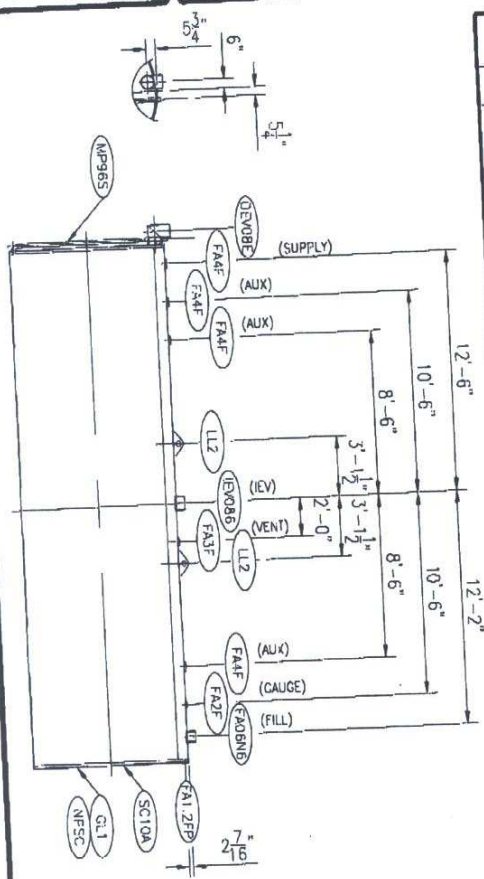
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FA1, 2FP	1	1 1/4" TANK FLANGE & PLUG	A105	-	
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FA2F	1	2" TANK FLANGE	A105	-	
FA4F	4	4" TANK FLANGE	A53-B	10	
EX006B	1	6" FPE INPLE			



FREGUARD SCHEDULE			SINGLE WALL ABOVEGROUND SCHEDULE		
TYPE AND NO.	DESCRIPTION	DIMENSION IN.	TYPE AND NO.	DESCRIPTION	DIMENSION IN.
F201	54" # X 1000 GALLON	1'-10 1/2"	SW01	54" # X 1000 GALLON	1'-8"
F202	54" # X 2000 GALLON	4'-10 1/2"	SW02	54" # X 2000 GALLON	4'-8"
F203	54" # X 3000 GALLON	7'-10 1/2"	SW03	54" # X 3000 GALLON	7'-8"
F204	54" # X 4000 GALLON	5'-5 1/2"	SW04	54" # X 4000 GALLON	5'-3"
F205	56" # X 6000 GALLON	8'-2 1/2"	SW05	56" # X 6000 GALLON	8'-0"
F206	56" # X 8000 GALLON	9'-2 1/2"	SW06	56" # X 8000 GALLON	9'-0"
F207	56" # X 10000 GALLON	11'-8 1/2"	SW07	56" # X 10000 GALLON	11'-6"
F208	56" # X 12000 GALLON	14'-2 1/2"	SW08	56" # X 12000 GALLON	14'-0"
F209	56" # X 15000 GALLON	16'-8 1/2"	SW09	56" # X 15000 GALLON	16'-6"
F210	56" # X 20000 GALLON	14'-8 1/2"	SW10	56" # X 20000 GALLON	14'-6"

DOUBLE WALL ABOVEGROUND SCHEDULE		
TYPE AND NO.	DESCRIPTION	DIMENSION IN.
DW01	54" # X 1000 GALLON	1'-8"
DW02	54" # X 2000 GALLON	4'-8"
DW03	54" # X 3000 GALLON	7'-8"
DW04	54" # X 4000 GALLON	5'-3"
DW05	56" # X 6000 GALLON	8'-0"
DW06	56" # X 8000 GALLON	9'-0"
DW07	56" # X 10000 GALLON	11'-6"
DW08	56" # X 12000 GALLON	14'-0"
DW09	56" # X 15000 GALLON	16'-6"
DW10	56" # X 20000 GALLON	14'-6"

PART NO.  
BL

REVISION DATE: 08/15/2002

REVISION NUMBER: 8

BROWN-MINNEAPOLIS TANK CO.  
STANDARD MANUFACTURING DRAWING

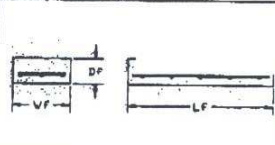
SADDLE  
LOCATION

## FOUNDATION DESIGN

Revised 12/15/99  
DATE: 6/15/2005 14:38

CONCRETE FOUNDATION REQUIREMENTS	
OCCUPANCY CATEGORY:	4
$f'_c$ (psi):	2000
ALLOW. SOIL BEARING (SB) (psf):	3000
REBAR $F_y$ (psi):	40000

CONCRETE FOOTING DIMENSIONS	
FOOTING WIDTH ( $W_f$ ) (feet):	3.00
FOOTING LENGTH ( $L_f$ ) (feet):	8.50
FOOTING DEPTH ( $D_f$ ) (feet):	1.00
REBAR SIZE (# 4, # 6, or # 8):	6
REBAR MAX. SPACING (inches):	14



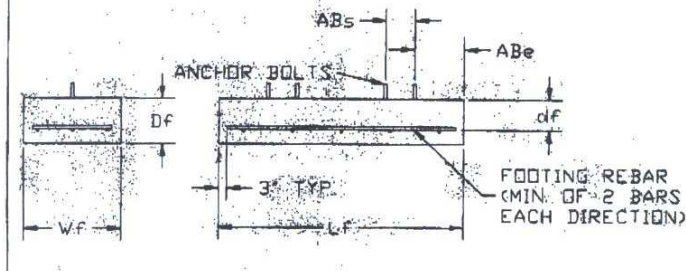
ANCHOR BOLTS	
ANCHORS PER SUPPORT ( $A_n$ ):	4
ANCHOR BOLT DIA. (inches) ( $B_d$ ) =	1.000
ANCHOR BOLT LEN. (inches) ( $B_l$ ) =	6.000

## FOUNDATION DESIGN

Revised 12/15/99

DATE: 6/15/2005 14:38

MIN. FOOTING DIM. : 3 FT. WIDE X 8.5 FT. LONG X 1 FT. DEEP  
W/ # 8 REBAR @ 14 IN. O.C. EACH WAY  
USE (4) 1" x 6" EMBEDDED LENGTH ANCHOR BOLTS PER SUPPORT  
DISTANCE FROM EDGE TO ANCHOR BOLT (ABe) = 12.4879 INCHES  
ANCHOR BOLT SPACING (ABs) = 8 INCHES  
ANCHOR BOLT DIAMETER IS THE MINIMUM REQUIRED FOR STRENGTH.  
ANCHOR BOLT LENGTH IS EMBEDDED LENGTH ONLY. ACTUAL LENGTH VARIES.  
ANY REQUIRED CORROSION ALLOWANCE WILL INCREASE THE BOLT DIAMETER.

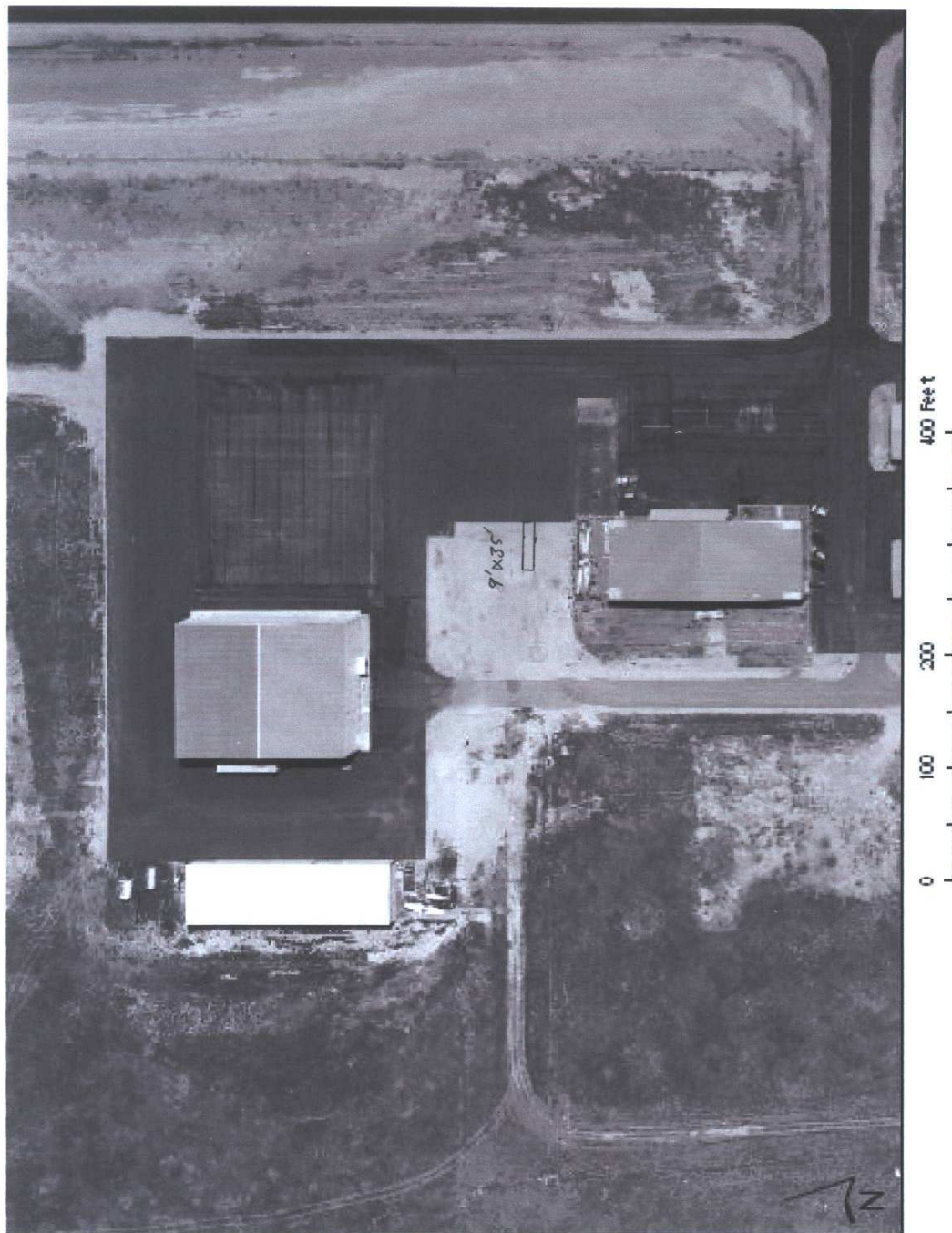


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P. 04

FAX NO. 8012614054

FEB-17-2006 FRI 08:04 AM WESTECH FUEL EQUIP





Mr. Larsen said this is based on exactly what the board had requested and specified when they changed the requirements on the previously approved place. He said financing is in place.

Mr. Hansen said basically this is what we approved 3 years ago. Mr. Jones said does this meets the requirements we discussed at our meeting a few weeks ago? Mr. Leonard said the staff internally is looking at it and the Fire Marshall has approved it.

Mr. Jones asked about the criteria requirements from the SPCC regulation. Mr. Leonard said it is not the same as what we were talking about in the past. He said we don't know what the EPA is going to decide until we get closer to 2007. Mr. Larsen said you can't build anything to spec because they don't have any specs yet. Mr. Hansen said if you have an installation built before the regulations are instigated it could be grandfather in. Mr. Leonard said under the other regulations everything had to be brought up to standard. Mr. Leseberg stated as the rules exist now he would meet the EPA requirements.

Mr. Kay asked to address the board. He expressed some of his concerns at the airport regarding the placement of the fuel tank. Mr. Kaye is concerned that one owner's tank will be placed by another's and he doesn't want to field questions for another man's business. Mr. Kay talked about his hangar that he had approved in a previous meeting. Mr. Kay explained his frustrations in dealing with getting his hangar built. He said he does not feel he has been getting the response from the City. Mr. Kay talked about the problems Vulcraft had installing their fuel tanks.

Mr. Leonard explained the process that has been going on with the hangar and stated there had been some communication problems between he and Mr. Kay. He said he was waiting for Mr. Kay to let him know he was ready to move forward and Mr. Kay was waiting for Mr. Leonard. He said one reason for the delay was that once the lease agreement is signed the individual has only 180 days to get the structure built. At the time Mr. Kay was speaking with him he still was working on selling some property in Idaho.

Mr. Hansen said we have 2 FBOs we are displacing and we have an obligation to help them with this. Secondly, we have a great need for a carded fuel tank. Mr. Hansen said we identified this as a place for a tank in the past, but does it have to be in that specific spot or can we move either Mr. Kay or Mr. Larsen 100 feet to the north.

Mr. Kay said this is a possibility. But, the bottom line is that Mr. Leonard should continue to find out what the government is going to do. Mr. Hansen said the worse case scenario is that Mr. Larsen puts it in and in a couple of years they say you will have to move it. That is a risk Mr. Larsen will have to take. Mr. Kay said we need to find out what the government wants. Mr. Hansen said it may be many years before they decide and we need a carded fuel tank.

Dr. Hess said I like the idea of having the fuel tank with a card reader. I think there are good reasons to have it. Exactly where it goes will be worked out. The airport will

continue to expand it is ongoing and we need to be aware of it. We can't guess what will happen 2 or 3 years from now. He said he's sure all of the current requirements will be met.

Mr. Larsen said that is exactly the case. He said he can't guess where he will be located in 2 years and right now he has to do something. He said the best location has been previously approved. Mr. Leonard said what I envision will happen, if the board approves, is Mr. Larsen will submit a building permit and he will have to comply with all requirements. The building official has been reviewing his plans. I am aware of Vulcraft putting in a fuel tank, but I don't know if it was similar and I wasn't involved with it. He said the Building Official currently is going through his code books. Technically he doesn't have to officially look at until he submits his building permit application. Mr. Baron said basically everything falls back onto Mr. Larsen's shoulders.

Mr. Hansen asked what's wrong with placing everything on the north side. Mr. Baron said for the convenience of the customer the area Mr. Larsen is proposing is better. He said we know the airport is going to expand to the north. Mr. Kay said I can agree with that. Mr. Hansen said the General Plan has the main parking lot will be by the new City hangar

Dr. Hess said he appreciates everybody's comments, but the fact is we have an application for aeronautical activity and we need to make our decision.

A motion to accept the Mr. Larsen's application in the place requested provided he meets all current requirements was made by Dr. Hess, seconded by Dale Baron, motion passed unanimously.

#### **New Public Works Director – Bruce Leonard**

Blake Fennesbeck has accepted the position. He lives in Spencer, Iowa. Mr. Leonard said he was originally from Cache Valley. He has been the Public Works Director in Spencer for 5 years and he has experience with airports. He has also worked with the FAA on grant funding projects. Mr. Leonard said he is very energetic. It is our objective to work him into handling the responsibility of the airport. Mr. Leonard said Jared Johnson has helped him out tremendously with the airport and with the two of them we will continue with our winning ways. Mr. Leonard stated his start date is March 27<sup>th</sup>.

#### **Other Business:**

Mr. Jones said with the build out of private hangars in the existing area we don't have a good plan of how those hangars will be. Mr. Leonard said we do and presented two conceptual drawings for them to look (they had been shown to the board in a subsequent meeting). He said these will be posted to our website. Mr. Leonard said the City could look at creating another industrial area at the airport. This would provide us an opportunity for growth. The City Council may choose not to.

Chairman Baugh asked Ms. Crockett to have an agenda item next month on fire training for the FBO's. Mr. Leonard thought this had been offered. Mr. Larsen said the training Mr. Buchanan provided was specific to one aircraft. Mr. Leonard said at the training they had a number of fire department personnel and now they are focused on getting more training for airport emergencies.

Mr. Hansen made a recommendation to work with existing FBO's and those with hangars so they will know what is going on and what is going to happen. He would like us to take a proactive approach.

Mr. Leonard encouraged the FBO's to contact him when they had difficulties or questions. He said he is at the airport frequently and anytime they would like to ask him a question please do so.

Mr. Hansen said for the record Airmotive and Mountain Air do a great job at the airport and we want to do all we can to support them.

Chairman Baugh said Mr. Leonard is going to be with the Mayor's office now. He told Mr. Leonard that he thought it would not be good if we didn't have contact with him. Chairman Baugh said I have been on the airport board since it started and never have we had such progress as we had with Mr. Leonard.

Mr. Hansen suggested advertising in Trade Plane for the hangar. He said he is concerned that we are losing on the asset. Mr. Hansen asked that ideas be presented at the next meeting to find a tenant for the City hangar. Mr. Leonard said we have had inquiries. He said a company that builds very light jets (VLJ) called the eclipse is looking for 7 Service Centers and Paul Larsen is trying to get them interested in coming here. We had some people from Logan that wanted to purchase it, but their financing fell through Mr. Leonard said we don't want to grab the first business we come across. We want to be selective so we gain a good tenant.

### **Vision 2012 – Council Member Steve Hill**

Presentation of the vision by Council Member Hill

*Meeting adjourned at 9:00PM.*